



National Law University and Judicial Academy, Assam

(Established by Assam Act No. XXV of 2009)

No.: NLUJAA/ADMIN/F/STNRY-GEN. ITEMS/2025/09/ 211

Date: 06-03-2025

NOTICE INVITING QUOTATION

This notice invites quotations affixed with non-refundable Court Fee Stamp of Rs. 8.25 for selection of vendors for supply of **Cleaning Items** enclosed at **Annexure - I** to the National Law University and Judicial Academy, Assam, for the financial year **2025-26** w.e.f. 01-04-2025 to 31-03-2026. The same will be received at the office of the Registrar, NLUJA, Assam during office hours up to **01:30 PM** on or before **March 20, 2025** and will be opened on the same day at **02:00 PM**. The Quotationer/Tenderer or their authorized agents may remain present at the time of opening of the quotations.

List of items is enclosed at Annexure - I (Cleaning Items)

Terms and Conditions:

1. The rates should be quoted as shown against the items/articles and should be inclusive of GST/taxes applicable at any point of time.
2. The sealed envelope should bear the following 'superscription' on the top:
"The Registrar, National Law University and Judicial Academy, Assam".
3. The Quotationer/Tenderer would have to deposit Earnest Money of **Rs. 2,000/-** in the form of Demand Draft in favour of Registrar, National Law University and Judicial Academy, Assam. The EMDs will be released after finalization of bid selection process. However, EMD in respect of the successful bidder will be retained as Security Deposit till completion of contract period.
4. The Quotationer/Tenderer to whom work would be allotted will have to execute a bond/undertaking as per University rules.
5. The undersigned reserves the right to accept or reject any tender without assigning any reason thereof.
6. Any deviation from terms and conditions shall invite cancellation of Quotation/Tender/Bills etc. and forfeiture of security deposit.
7. Each Firm must have GST registration, Trade License, Income Tax Clearance Certificate, PAN Card. A copy of the same must be submitted along with the Quotation/Tender.
8. Each firm must have registered office at Kamrup Metro or Kamrup.
9. Bills must be submitted along with necessary work order and a copy of Challan etc. within seven days from the date of delivery of goods for payment, otherwise no payment shall be made.
10. The work may be allotted to one or many suppliers depending upon the urgency of the work, time factor, quality of works and past record of the firms in respect of delivery of goods within due time.
11. In case there is no approved rate of any item, the supplier has to supply the same at reasonable price but not more than the Maximum Retail Price/market price, whichever is less.
12. In case lowest rate is quoted by one firm for same item and by other firm for other items then the firms will have to assure their willingness/submit consent letter to supply any or all of the materials as above, as per approved rates of the undersigned. If the lowest quoted rate is higher than the MRP/Market price, then payment will be made as per the MRP/Market Price.
13. Any firm/supplier indulging in any malpractice or adopting any unfair means will be barred from working with the University.
14. The Contract will be cancelled at anytime, if the quality of supplied materials is not as per standard or the order is not supplied on time, and the security deposit will be forfeited.
15. Past record of the firms/suppliers/contractors will be duly considered while awarding the work.
16. Selection criteria may include any other condition deemed to be just, fit and proper at that point of time.

Registrar

Date: 06-03-2025

Memo No: NLUJAA/ADMIN/F/STNRY-GEN. ITEMS/2025/09/ 212 - 215

Copy to:

1. P.S. to VC for kind appraisal of the Hon'ble Vice-Chancellor.
2. System Administrator, NLUJA, Assam with a request to upload in the University website.
3. Notice Board
4. Office File

Registrar

Hajo Road, Amingaon, P.O. - Amingaon, District - Kamrup (Rural), Guwahati - 781 031, Assam (INDIA)

Phone: +91-361-2738891, Website: www.nluassam.ac.in

LIST OF ITEMS					
Sl. No.	Description of items	Specification	Unit	Unit Price	Unit Price in Words
CLEANING MATERIALS					
1	Bamboo broom		1 Pc		
2	Basin Brush		1 pc		
3	Black Hit Spray	400 ml.	1 pc		
4	Black Phenyle (Cross)	5 ltr. Galon	1 Galon		
5	Bleaching Powder	25 kg bag	1 Bag		
6	Bleaching Powder	500gm	1 pkt		
7	Bucket (16 ltr. Nylon Standard)	Milton	1 Pc		
8	Chitranela/chitra angel)	100 ml.	1 bottle		
9	Cleaning Cloth/Dusting Towel		1 Pc		
10	Colin washing liquid	500 ml	1 Pc		
11	Detergent Soap	150 grm.	1 pc		
12	Dettol (antiseptic liquid)	500 ml. Bottle	1 pc		
13	Dettol/ Savlon Surface Disinfectant Spray	500 ml	1 No		
14	Dettol/ Savlon Surface Disinfectant Spray	230 ml	1 No		
15	Dettol/ Savlon Surface Disinfectant Spray	225 ml	1 No		
16	Donvin (Leather Cleaner)		1 ltr.		
17	Dry Moper		1 pc		
18	Dust pan		1 Pc		
19	Dusting Brush		1 pc		
20	Face Mask (Disposable)	100 pcs.	1 pkt.		
21	Face Mask Cotton		1 pc		
22	Face Mask N95		1 pc		
23	Face Shield		1 pc.		
24	Foot press Senitizer Dispenser -Pigeon		1 No		

LIST OF ITEMS					
Sl. No.	Description of items	Specification	Unit	Unit Price	Unit Price in Words
CLEANING MATERIALS					
25	Gamla (20 ltr. Nylon Standard)	Milton	1 Pc		
26	Gloves (Disposable)	100 pair	1 pkt.		
27	Glyphosatwe 41% SL		1 ltr.		
28	Godrej air pocket		1 Pkt		
29	Hand Brush (Plastic)		1 pc		
30	Hand wash (Dettol/Lifebuoy)	5 ltr galloon	1 Gallon		
31	Hand wash (Dettol/Lifebuoy)	500 ml	1 pc		
32	Hand wash (Dettol/Lifebuoy)	200 ml	1 pc		
33	Harpic (Blue)	500 ml	1 pc		
34	Harpic (Red)	500 ml	1 pc		
35	Head Gear (disposable)	100 nos.	1 pkt.		
36	Johnson's baby oil	200 ml bottle	1 pc		
37	Lime		1 kg		
38	Lizol	500 ml. Bottle	1 pc		
39	Mosquito repellent Solution	Allout/ Goodknight	1 pc		
40	Mosquito repellent Solution with machine	Allout/ Goodknight	1 pc		
41	Mug (1 ltr.)	Nilkamal	1 Pc		
42	Naphthalene		1 Kg		
43	Napkin Paper		1 pkt		
44	Odonil		1 pkt		
45	Oximeter	Good quality	1 no.		
46	Paint (white)		1 ltr.		
47	Plastic Gamla	Medium Size	1 No		
48	PO Red colour		1 ltr.		
49	Potash (powder)		1 pkt.		
50	PPE Kit		1 no.		
51	Red Hit Spray	400 ml.	1 pc		
52	Red Oxide		1 kg		

LIST OF ITEMS					
Sl. No.	Description of items	Specification	Unit	Unit Price	Unit Price in Words
CLEANING MATERIALS					
53	Room freshener (Good Quality)	125gm/225ml	1 Pc		
54	Room freshener (Good Quality)	153gm/270ml	1 pc		
55	Sanitizer Dispenser (Auto)		1 no.		
56	Sanitizer Gel -Clean BAC/ Lifebuoy	500ml	1 bottle		
57	Sanitizer Gel -Clean BAC/ Lifebuoy	100 ml.	1 bottle		
58	Sanitizer Gel -Clean BAC/ Lifebuoy	200ml	1 bottle		
59	Sanitizer Liquid - Handuser-C	200ml	1 bottle		
60	Sanitizer Liquid - Handuser-C	500ml	1 bottle		
61	Sanitizer Liquid - Handuser-C	100ml	1 bottle		
62	Savlon (antiseptic liquid)	1 ltr. Bottle	1 pc		
63	Soft Broom		1 Pc		
64	Soft Scrubber		1 Pc		
65	Steel Scrubber		1 Pc		
66	Surf Excel	1 kg pkt.	1 Kg		
67	Surgical Gloves		1 pair		
68	Tarpin Oil	1 ltr.	1 bottle		
69	Termite Killer	500 ml	1 pc		
70	Thermal Scanner		1 No		
71	Thinner	1 ltr. Bottle	1 pc		
72	Tiles Cleaner (Acid)	1 ltr. Bottle	1 pc		
73	Tin Patty		1 pc		
74	Tissue Paper Roll		1 No		
75	Toilet Brush	double sided	1 pc		
76	Toilet Paper	Roll	1 roll		

LIST OF ITEMS					
Sl. No.	Description of items	Specification	Unit	Unit Price	Unit Price in Words
CLEANING MATERIALS					
79	Towel	50 cm x 100cm	1 pc		
80	Vim Liquid	250 ml	1 No		
81	Vim Soap (Small)		1 No		
82	Wet Moper		1 Pc		
83	White Phenyle (Cross)	1 ltr.	1 Galon		
84	Wiper		1 Pc		